

CITY OF MONROE
PUBLIC ENTERPRISE COMMITTEE
300 W. CROWELL STREET, MONROE, NC 28112
TUESDAY, OCTOBER 19, 2021 - 3:30 PM
AGENDA
www.monroenc.org

Due to the increased risk of exposure and possibility of transmission associated with the Delta strain of COVID 19, all guests, staff and officials will be required to wear face masks. The number of guests will be limited to the number of available seats inside the meeting room. The mask requirement and seating limitation will be enforced by law enforcement if necessary.

1. Minutes of the May 18, 2021 Public Enterprise Committee Meeting
2. Contract Award for U-5764 NCDOT Electric and Natural Relocation Design
3. City of Monroe/Union Power Agreement of Electric Suppliers Extension
4. American Water Infrastructure Act, Risk/Resiliency Study, and NCDEQ Source Water Protection Plan
5. Prohibit Vehicular Traffic - Morgan Street Alley
6. Proposed Right-of-Way Abandonment - Lasalle Street
7. Other

Public Enterprise Committee Minutes

May 18, 2021

City Hall Conference Room

3:30 PM

Members Present: Council Member Franco McGee (Chair), Council Member Surluta Anthony, Council Member Freddie Gordon and Committee Member Loretta Melancon

Staff: Larry Faison, Brian Borne, Ann Fox, Sarah McAllister, Mujeeb Shah-Khan, Laurie Broome and Chris Costner

Council Member Franco McGee called the May 18, 2021 Public Enterprise Committee meeting to order at 3:30 P.M.

Item #1 on the Agenda is approval of the Minutes from the April 20, 2021 Public Enterprise Committee meeting.

Item #1. Adoption of Minutes of the Meeting

Recommendation:

Council Member Surluta Anthony made a Motion that the Minutes of the April 20, 2021 Public Enterprise Committee be approved.

Motion: Adopt April 20, 2021 PEC Meeting Minutes

Motion made by: Council Member Surluta Anthony

Second: Committee Member Loretta Melancon

Voting: **In Favor** – Council Member Surluta Anthony, Council Member Freddie Gordon, Committee Member Loretta Melancon and Council Member Franco McGee

Opposed – None

Action: Motion adopted

Item #2. Budget Ordinance for Storm Drainage Improvements.

Recommendation:

The Public Enterprise Committee is requested to consider information regarding a Budget Ordinance for the Storm Drainage Improvements Project.

Presentation and Discussion:

Chris Costner, Stormwater Engineer, stated that the Stormwater Department is requesting to move \$100,000 from the Stormwater Utility Budget to SU2001, Storm Drainage Improvements Project. SU2001 was set up when we closed out the Oak Hill Drive Phase III project. There were property owners who did not want to give us an easement. After finishing the first two phases of the project, we were not getting a lot of complaints, so we felt at the time we should not pursue the third phase and we closed out the project. At that time, SU2001, was created. The purpose for this account was to hire a contractor to assist with some of our stormwater project work orders that take more than two weeks for our crews to complete. We want our crews to work on smaller projects. We are looking at the type of contractor work on larger projects that is a little more complex, with a lot more utilities involved. One of the projects that we are anticipating is probably going to take about four weeks. We are looking at one in the 200 block of West Phifer Street and

3000 block of Patriot Drive. We have estimated the cost to be between \$190,000 and \$200,000 for those three projects. We are hoping to take those forward to Council at the July meeting to award the contract.

Council Member McGee asked if the contractors had already been identified.

Mr. Costner advised that we currently have received one bid.

Council Member Anthony asked how many bids they were anticipating to receive.

Mr. Costner stated they reached out to 15 contractors but have only received one bid.

Council Member Anthony asked if there was a time limit on submitting bids.

Mr. Costner advised that there was a three-week time limit.

Council Member Anthony asked if there are three weeks still to go.

Mr. Costner stated they have already received the bids and are reviewing those now. With all the work going on right now, contractors do not have time to bid on the jobs and they are choosing their projects.

Council Member Anthony stated that she had one question in the wording. Under the Review section, it says something about hiring a private stormwater utility contractor and in the Recommendation it does not have private and she just wanted to make sure of the wording.

Mr. Costner confirmed that it will be a private contractor.

Council Member McGee asked if there were any other comments or questions. If not, he would entertain a Motion.

Council Member Anthony made the following motion:

- A. Approval of Budget Ordinance 2021-04 to be forwarded to City Council to provide funding for a future contract to hire a private stormwater utility contractor to assist with the stormwater maintenance program and to place it on the Consent Agenda for the June 8, 2021 meeting.

Motion: Approve Budget Ordinance 2021-04 to forward to City Council to transfer funds from the Stormwater Utility account (520-8120-433.23-01) to the Project Fund for Storm Drainage Improvements (SU2001).

Motion made by: Council Member Surluta Anthony

Second: Committee Member Loretta Melancon

Voting: **In Favor** – Council Member Surluta Anthony, Council Member Freddie Gordon, Committee Member Loretta Melancon and Council Member Franco McGee

Opposed – None

Action: Motion Adopted

Item #3. Staff Report – Proposed Right-of-Way Abandonment – Unnamed off Waverly Drive

Recommendation:

Subject to additional comments received, Engineering Staff recommends that the Public Enterprise Committee concur with the requested abandonment of the unnamed right-of-way located off Waverly Drive from the western right-of-way of Waverly Drive to the eastern property line of Carolina Realty & Investment as shown on the recorded plat in Plat Cabinet C, File 24 in the Union County Register of Deeds. It is further recommended at the City Council meeting on June 8, 2021 that City Council call for a Public Hearing to be held on July 13, 2021 to consider the requested right-of-way abandonment.

Presentation and Discussion:

Sarah McAllister, Engineering Director, stated that we received a request from Carolina Development Services via their Engineer with Eagle Engineering to abandon 237 linear feet of an unnamed 60-foot wide right-of-way. They are planning to subdivide that parcel and complete Waverly Drive. There are three adjacent property owners and they have all signed in favor of this petition. We did route this through the TRC through CityView and then through several departments. There is existing gas, water and electric out there so we will need to retain a 20-foot general public utility easement. If the Committee agrees, Carolina Development Services will have to pay the fee of \$1,040 for the abandonment process and then we would recommend, at the June 8th City Council meeting, that a Public Hearing be held in July so that we could go through the process. We would advertise in accordance with General Statutes and place the signs out there.

Council Member Anthony asked what does “Subject to additional comments” mean.

Ms. McAllister advised that those were the comments that were received through the CityView process and routing it to the different departments. They all approved except for utilities who have utilities in that area.

Council Member McGee asked if there were any other comments or questions. If not, he would entertain a Motion.

Committee Member Melancon made the following motion:

Motion: That the Public Enterprise Committee recommend the requested abandonment of the unnamed right-of-way located off Waverly Drive from the western right-of-way of Waverly Drive to the eastern property line of Carolina Realty & Investment as shown on the recorded plat in Plat Cabinet C, File 24 in the Union County Register of Deeds. It is further recommended at the City Council meeting on June 8, 2021 that they call for a Public Hearing to be held on July 13, 2021 to consider the requested right-of-way abandonment.

Motion made by: Committee Member Loretta Melancon

Second: Council Member Surluta Anthony

Voting: **In Favor** – Council Member Surluta Anthony, Committee Member Loretta Melancon, Council Member Freddie Gordon and Council Member Franco McGee

Opposed – None

Action: Motion is approved

Item #4. Other

Sarah McAllister, Engineering Director, stated that she wanted to provide an update for Solid Waste. We have started, at the suggestion of Council Member James, to create four educational videos to help educate the public on how to properly use all four services that Solid Waste offers. We have also ordered 2,500 tags and Waste Pro has agreed to start tagging piles that are in non-compliance. We believe that some of these missed pickups are Waste Pro passing by because they are non-compliant. What they will do now is they will get out, tag the stuff, and check off the reason that it is in non-compliance. We have also recently charged Waste Pro with a penalty. Because we had a documented missed pickup that we could properly document, we were able to issue the penalty. They are having what we believe is kind of an industry-wide problem with driver turnover. They did recently let go one of our yard waste pickup driver, so we are trying to help them get a handle on getting us into better service. Those are a few things we are doing.

Council Member Anthony thanked Ms. McAllister for that information.

Council Member McGee asked Ms. McAllister where we are with our new signage. I think Jim Loyd had spoken about, before he retired, we were going to be getting some stickers and things to put on the garbage carts.

Laurie Broome, Solid Waste Coordinator, advised that we talked about some recycling stickers.

Council Member McGee stated they were to try to help people understand what is recyclable, what is not recyclable and what goes in which cart. A lot of people just dump everything and they utilize both as garbage carts.

Ms. Broome stated that after speaking with the manufacturer of the carts, the resin that Toter uses will not hold a sticker. There is no good flat spot, it would have to be inside the cart. That may be the only place that it could go. We are hoping the videos that we can put out on Facebook, the City webpage and even refer customers to for these type questions. She stated that she hates to order a sticker for recycling in abundance and then our commodities change. Like when we took glass out, everything we had before that had glass on it, so we were not able to use that information anymore. With commercials, we can do updates and we can add the updates to the website as well. We are still working on our App and IT has that in their hands now. The residents will be able to access that from home.

Council Member Anthony asked if they had thought about the ones that go on refrigerators. At one time long ago, we had those and it is actually in the house where the trash and recyclables are.

Ms. Broome stated that we do still have those and we send those out on a request basis. Also, we have a copy on the webpage.

Council Member Freddie Gordon asked, out of curiosity to Sarah's update and we are not the only people in the world that are experiencing this, since this has been ongoing, long-term of at least 15 months, how long do you think we could anticipate that they may take to get us a solution to this problem.

Ms. McAllister stated that she thinks the 15-month timeframe started with the pandemic. Their yard waste worked two people per truck and then they went to one person per truck, so that basically halved our service. But, they are now back to full service and I hope with these things that we will improve in maybe a month or two. She stated that she does not think it is going to fix it, but they are aware of their issues and they are trying to adjust. We have seen some movement on their end as far as Laurie has a new person now that we deal directly with. He seems to be pretty responsive. We let them know that Council was not happy with the level of service and they showed up very quickly. They are making an effort.

City Manager, Larry Faison, added that we are laying out a plan where staff came up with this idea, working with the contractor, of tagging, notices and so forth. I would ask that we give that time to develop and see the degree of success. We realize that at times the contractor has not delivered the service we expect and other times it is citizens putting out a pile that cannot be picked up. The complaint coming in sounds the same, the contractor missed me and hasn't picked me up and there may be more to it than just the contractor not doing his job. We would like to see how this develops, see to what degree that addresses the situation. Staff is also exploring increasing capacity with the contractor. We are not ready to go forward with that. There is a cost issue there and possibly a fee issue, so that is not something that we are really putting out today as a recommendation. There have been some initial conversations and exploring internally with staff.

Ms. Broome advised that Waste Pro was not ready to add that additional truck. They wanted the opportunity to get their staff level where it should be and have them work off the two trucks like they are supposed to, because they think with these changes and the tagging that it will help speed up the process.

Council Member McGee asked if there is a way that we can make the constituents aware of their issues and what we are doing to mitigate those. Then, our phones will stop ringing and they will know that we are now in the process where they are getting back to two people per truck and we are coming out of COVID,

Just so some information is provided. Maybe some literature or something that can be placed on Facebook or social media saying yes, we understand this is what has been going on and this is where we are to help transition out of that situation. He stated that the more people who know what the situation is, the better it is for everybody. At least they will know this is why it is happening and this is what they are going to do to fix it. So, if there is something that can be done to help with that, it would be great.

Council Member Anthony stated that maybe it could be a public service announcement or something like that.

Council Member Gordon asked how much does it cost to put a notice in a monthly mailing with your bill, is that a lot of money.

Ms. Broome stated that it depends on how many words it is. If it is just a couple of lines on the bill itself, it is not much. We can do an insert.

Assistant City Manager, Brian Borne, stated that if the insert adds to the weight, it becomes very costly.

Council Member Gordon stated that he is talking about a half page that could be folded and inserted in the envelope. If it had some real explanation of what is going on, what is happening and what we hope to solve within a reasonable period of time, it might stop some of those inquiries.

Committee Member Loretta Melancon stated that she received her bill for utilities today and it had an insert that happens once a year about gas and if you smell a gas leak. But, Brian is saying that is expensive to put a half sheet in with the bill.

Assistant City Manager Borne stated that every month, sometimes it takes a while to get in that cycle and it may take two cycles to cover everyone, but there are spots that are consistent every month and if we go over that weight limit, it could be a half sheet that throws us over. It could be a little door hanger, but if it goes over, the cost increases. He stated that the last time he looked, it was like another couple of thousand dollars.

Council Member Gordon stated that he was not suggesting anything that would change any of that but was just curious. He stated that Loretta is referring to manufacturing a brochure to go over this and I am not suggesting this, just a simple half page folded one time and placed in the envelope. I cannot imagine that would add that much weight. But, all I am saying is I think Council Member McGee is correct in that it might cut down on your phone calls that you deal with on a daily basis as well as ours. I realize that many of these consumers are probably at fault for the reason theirs was not picked up. When they have to bring the grapple truck out, it is not like picking up a few limbs and sticking them out at the side of the road.

Committee Member Melancon stated that if a citizen will consistently post positive things on What's Up Monroe, it could make a lot of difference. With Litter Busters, one person started saying how terrible the litter was and then one after the other, they are all complaining. If we had someone that you know is good intentioned and respected by others, maybe not involved directly with any committees or anything, and they post regularly something positive for teaching and educating, it is all about getting people to read the same message over and over and over is what I am finding out with litter. All of a sudden, it sinks in, the light bulb goes off and you have somebody that is out there helping you pick up litter. It is a process.

Council Member McGee stated that he agrees, the message is very important and we can control that narrative. That is why he is asking that if we can do a better job of getting that information out there, whether it be Facebook, whether it be some literature or whatever, we can try to help negate that.

Committee Member Melancon stated that it has to be simple and catchy. Also, if you were to put something on the bill that was a bright colored 4" x 4" square, sticky-note type, that just says something succinct about what it is you want to accomplish, that is going to catch attention. I open my bill and I look to see what the

bottom line is, but then here is this yellow piece of paper and I said, it is that gas thing again and I threw it away.

Council Member Gordon stated that anything that might get the word out would be a help and might possibly slow down some of these phone calls.

Committee Member Melancon asked if people are encouraged to call Waste Pro directly.

Ms. Broome stated no, our number is on every educational piece. There have been times where if I don't have someone as backup getting the phone for me, if I have to be out for whatever reason, I will put their direct line on my voicemail.

Council Member Anthony stated that word has to get out, so maybe we look at the different possibilities and go over those. Whatever method we can use to reach more people.

Council Member McGee asked if there were any other comments. If not, he would entertain a motion to adjourn.

Council Member Anthony made a Motion to adjourn.

Recommendation: Adjourn meeting at 3:53 p.m.

Motion: Adjourn Public Enterprise Committee meeting

Motion made by: Council Member Surluta Anthony

Second: Committee Member Loretta Melancon

Voting: **In Favor** – Council Member Surluta Anthony, Committee Member Loretta Melancon, Council Member Gordon and Council Member Franco McGee

Opposed – None

Action: Motion is approved

There being no further business, the meeting adjourned at 3:53 p.m.

Franco McGee, Chair

Next Meeting – June 15, 2021, 3:30 PM



STAFF REPORT

TO: Public Enterprise Committee

VIA: Brian Borne, Interim City Manager

DATE: October 19, 2021

FROM: David E. Lucore, Director of Energy Services

PREPARED BY: Rob Miller, Energy Services General Manager of Engineering

SUBJECT: Contract Award for U-5764 NCDOT Electric and Natural Relocation Design

SUMMARY STATEMENT

Energy Services staff requests the Public Enterprise Committee to consider approving a contract for Colliers Engineering to provide professional engineering design services for electric, fiber optic, and natural gas facilities in conflict with NCDOT project plans for U-5764 Widening of Highway 74.

REVIEW

NCDOT plans to widen Highway 74 from the intersection of Rocky River Road to the intersection of Secrest Shortcut Road. The project plans and coordination began in 2018. The Energy Services department completed a Request for Qualifications (RFQ) process in November 2018 to determine the most qualified professional engineering design firm for the relocation design for the electric, fiber optic, and natural gas facilities. There were seven (7) responders and Colliers Engineering (Maser Engineering at the time) was selected as the best qualified professional engineering design firm.

In April 2020, Colliers Engineering was contracted by the City to complete a preliminary utility conflict analysis and begin coordination with NCDOT. The utility conflict analysis was complete in October 2020.

City staff seeks Public Enterprise Committee approval of the contract in the amount of \$1,139,660 with Colliers Engineering to provide professional engineering design and utility coordination services for the relocation of electric, fiber optic, and natural facilities. The electric and fiber optic engineering services total \$746,145 and will be funded from capital project EL 2001. The natural gas engineering services total \$393,515 and will be funded from capital project NG 1901.

NCDOT plans to begin Right-of-Way acquisition July 1, 2023 and construction on July 1, 2026. Energy Services is required to have all facilities in conflict relocated prior to the July 1, 2026 let date. The design and utility coordination is expected to take 12 – 18 months, the construction is expected to take 18 - 24 months.

RECOMMENDATION

City staff requests the Public Enterprise Committee approve sending this request to City Council for approval to award the contract for professional engineering services to Colliers Engineering in the amount of \$1,139,660. Colliers engineering will provide engineering design, issue for construction plans, and utility coordination services for electric, fiber optic, and natural gas facilities in conflict with NCDOT U-5764 Widening of Highway 74 plans. Sufficient funds are available in capital projects EL 2001 and NG 1901.

Attachments:

Colliers Engineering Proposal – Electric and Fiber Optic dated September 24, 2021

Colliers Engineering Proposal – Natural Gas dated September 24, 2021

September 24, 2021

Robert Miller
City of Monroe
Energy Services Department
2201 Walkup Avenue
Monroe, NC 28110

Proposal for Professional Services
U-5764 NCDOT Relocation Project - Phase II Natural Gas
Monroe, Union County, North Carolina
Colliers Engineering & Design Proposal No.: 20003667P

Dear Robert:

Colliers Engineering & Design CT, P.C. (DBA Maser Consulting) is pleased to submit this proposal to provide professional services for the proposed Phase II continuation of the "U-5764 NCDOT Relocation Project. Our professional services for this project will be based on the findings of the report titled, "U-5764 Relocation of Electric, Natural Gas, and Fiber Optic Utilities", dated March 4, 2020.

This proposal is for the next phase of the detailed relocation design of natural gas utilities within NCDOT's U-5764 roadway project. The electric and fiber optic utility relocation design will be completed under a separate scope. The preliminary relocation plans were completed and comments from the Client will be incorporated into this phase. Coordination with NCDOT and their utility coordinators will be ongoing throughout this phase to consider potential revisions to the roadway plans and accommodating other utilities within the project limits that will be relocating. Geotechnical exploration and environmental site assessments will be completed to aid in the relocation routing and design.

Project documents from NCDOT and the City of Monroe (Client) will be used for the relocation design efforts of this project. It is understood that that supplemental topographic survey and subsurface utility engineering, including test holes, may be required for complete the detailed relocation design.

This proposal is divided into four sections as follows:

Section I – Scope of Services

Section II – Technical Staff Hourly Rate Schedule and Reimbursable Expenses

The order in which the following scope of services are presented generally follows the sequence in which the project will be accomplished; however, depending on the project, the various authorized services contained in this proposal may be performed in a sequence as deemed appropriate by Colliers Engineering & Design (CED) to meet project schedules.

Maser Consulting is now Colliers Engineering & Design

Section I – Scope of Services

Based on our conversations and information noted above, we propose to complete the following:

Task 1.0 - Project Management

CED will provide Project Management services with the Client, government regulators, and other project stakeholders as necessary throughout the relocation design and permitting with NCDOT. This task will cover a total of 40-meetings, which includes monthly coordination and review meetings with the Client, meetings with project stakeholders, and field meetings.

Our intent is to start this phase of the project in November 2021. Tentatively, NCDOT has right-of-way scheduled in 2024, and they intend to let the project in 2027. It is important to note that the Client's permanent utility easements (PUE) will need to be secured by 2024.

Task 2.0 – NCDOT Utility Coordination

In coordination with NCDOT, CED will review potential impacts to the gas mains to determine if avoidance design is more cost-effective solution as opposed to a utility relocation. CED in coordination with the Client will discuss the outcome of the reviews with the NCDOT Division office and NCDOT Central Utilities Unit point of contacts. This meeting will be to obtain concurrence with the proposed extent of all City utilities to be made part of the NCDOT Utility by Others (UBOs) plans. CED will recommend to the NCDOT and/or obtain Level "A" Subsurface Utility Engineering (SUE) data when deemed necessary to determine actual locations of buried utilities and coordinate with NCDOT to establish a Permanent Utility Easement (PUE). Upon receiving comments from the NCDOT, comments will be incorporated, PUE will be finalized and final UBOs plans' in coordination with the Client will be provided to the NCDOT.

CED will secure, review and prepare all required documents and plans in accordance with NCDOT standards and procedures for utility company authorizations.

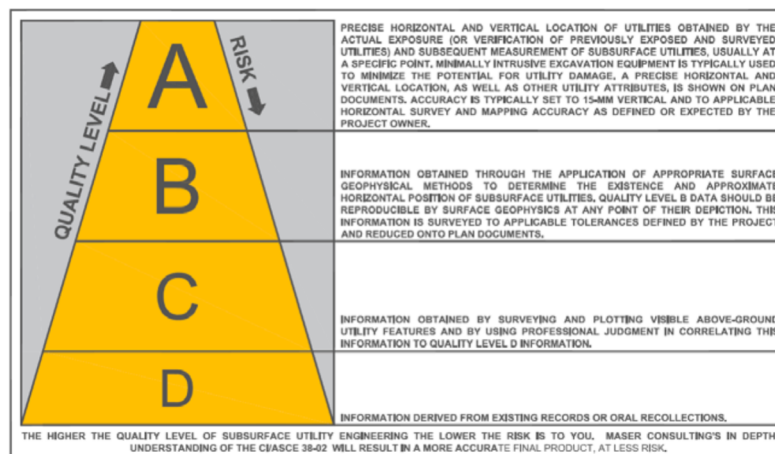
Task 3.0 – Supplementary Subsurface Utility Engineering

We will provide the following supplementary professional SUE services in support of the above-named project on an as needed basis, to the standard of care applicable in the SUE profession.

Per the CI/ASCE 38-02 Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data, there are 4 levels of utility data information; each level builds upon the previous level to depict a total portrait of the subsurface utilities in question. For this proposal, CED may need to provide SUE Quality Level A (testholes) and/or SUE Quality Level B (utility designation).

SUE Process

We will begin the Subsurface Utility Engineering (SUE) process through clear communication and understanding the scope of the assignment with the client's Project Manager (or designated representative). Upon receipt of Notice to Proceed, we will begin work on the project. Following the CI/ASCE 38-02 guidelines for SUE, we will proceed with utility records research and the deployment of SUE crews to the project site. Every crew will begin each day of work by first setting up advanced MOT warning signs and conducting a tailgate safety meeting to identify potential site hazards and review safe work practices. CED field crews photo document all phases of field operations from pre-existing conditions through completion of field efforts.



Task 4.0 – Supplementary Surveying Services

We will perform a supplementary topographic and property survey that is a graphic pictorial representation of existing site features observed at the time of the field survey such as buildings, curbs, sidewalks, roadways, driveways, retaining walls, fences, gates, foundation corners, cable trenches, designated underground utilities and utility hardware. The map will depict existing contours at a one-foot contour interval and property lines. GNSS surveying techniques will be used to control the project and conventional surveying methods will be utilized with the resulting horizontal datum being South Carolina State Coordinate System NAD83 (2011) and the vertical datum being NAVD88 (Tied via geoid18). Surveying shall be performed meeting the requirements of the SC Code of Regulations, Chapter 49.

Visible and accessible utilities and/or utility structures within the survey limits as described above will be surveyed and shown on the plan to include rim, grate and invert elevations, and pipe sizes entering and/or exiting the structures. For the purposes of this project, accessible utilities shall be defined as those utilities that are visible to the naked eye at ground level and are safely accessible by foot by CED field survey personnel without the need for additional safety measures and/or assistance with making pipes visible, open and clear for inspection and measuring.

Supplementary topographic survey will be performed as needed in proximity to the roadway project limits and in coordination with our subsurface utility engineering.

This phase of service may include the following tasks:

- Establish on-site survey control.
- Field traverse, topographic survey.

- Field measure inverts of accessible gravity structures.
- Field survey data reduction and computation.
- Public records research and records review
- Preparation of topographic survey map in AutoCAD Civil 3D 2020 format.

Task 5.0 – Environmental Surveys & Permitting

Environmentally Sensitive Areas (ESA)

CED will conduct a desktop review that will include a review of publicly available data within the proposed project area. Data layers, such as National Wetlands Inventory (NWI) wetlands, streams, floodplains, hydric soils, protected species, lands and habitats of special interest, public “open space” land, sources of potential contamination, and any other pertinent available information will be reviewed and depicted on field maps that will be utilized during subsequent resource surveys. The boundaries obtained via online databases are approximate and only a field reconnaissance can determine the actual boundaries of these protected resources and what potential impacts may result.

We will provide a team of qualified field biologists to evaluate and record environmental resources within the proposed project footprint. Field surveys will be conducted using CED’s Standard of Operations (SOP) for field surveys which include, safety, general field survey protocols, data collection protocols, record keeping, and field communications. The scope of work includes:

- Recording the locations of environmental resources (streams and wetlands) using Global Positioning System (GPS) technology with sub-meter accuracy. CED has developed a specific linear project data dictionary for use with the GPS software that corresponds with our procedures and protocols.
- Field surveys will be completed to identify environmental resources along the survey corridor, centered on the centerline of the proposed utility line.
- CED’s field survey teams will collect data on environmental resources including wetlands, streams, and waterbodies. Waterbody assessments will be completed to characterize each waterbody as ephemeral, intermittent, or perennial.
- Delineations will be performed in accordance with the USACE Regional Supplement to the 87 Manual. Field crews will complete the USACE Wetland Data Forms specific for the region (Eastern Mountains and Piedmont).

Permitting

The construction of the Project is not likely to require permits and regulatory approvals from State or Federal agencies, provided the utility main is drilled where feasible to avoid disturbance of such regulated environmentally sensitive features and open cutting of streams and/or wetlands is limited.

It is assumed that Federal, State, and local permits will not be required based upon final project design. If warranted, CED will prepare a separate proposal for permitting services.

Our Environmental Scientists will consult with the design team on a regular basis during the development of the project to ensure that project design minimizes impacts to environmentally sensitive features and remains compliant with the requirements for non-reporting Nationwide Permit regulated activities.

Task 6.0 – Geotechnical Exploration & Investigation

Colliers Engineering & Design (CED) shall conduct a maximum total of 22 soil test borings with Standard Penetration Tests (SPT) in soil and NQ-sized wireline rock coring in rock with a maximum combined depth of 600 linear feet to visually classify the subsurface soils, evaluate groundwater conditions, and obtain soil and rock samples for laboratory testing. The six (6) borings for the road crossings will generally be advanced to a depth of ± 20 feet below the existing ground surface (BGS) or until auger refusal is encountered, and the 16 borings for the stream crossings will be generally advanced to a depth of ± 35 feet BGS, unless site conditions warrant deeper exploration. If deeper exploration depths are warranted, the Contractor will contact the City of Monroe to discuss and agree on potential changes to the drilling scope. If the City of Monroe is unavailable, the Contractor will proceed until suitable strata are identified to avoid stand-by and/or remobilization charges. A total of 320 linear feet of rock coring at 16 boring locations is included in this estimate. Soil boring and rock coring footage add/deduct pending actual drilling activities will be billed at a unit rate of \$14.40 per foot and \$66.00 per foot, respectively. If rock coring is not required, the following additional deductions will be available: \$180.00 per rock core set up and \$8.40 per foot of casing installation. CED will prepare a geotechnical exploration data report that contains the results of the field and laboratory testing for site characterization.

The subsurface exploration program will be performed under the full-time supervision of a geotechnical specialist who will observe and log the explorations, collect soil samples, and will be acting under the direction of a licensed geotechnical engineer or engineering geologist. Explorations will be field-located by our representative using hand-held GPS equipment and/or by measuring from existing site features using conventional taping methods.

This proposal assumes that the site is accessible by truck mounted drilling equipment and that traffic control will be required; up to 11 days of traffic control services by a specialist subcontractor are included in this proposal.

Work is anticipated be performed within the NCDOT Right of Way, potentially within the travel lanes. Additionally, given the proximity to the proposed HDD bores, we have included the cost for backfilling of the borings with bentonite.

We have allotted up to 11 days of drilling to explore the site.

Representative samples obtained from the explorations may be subjected to limited laboratory testing to evaluate general engineering characteristics. Such testing will likely include moisture contents, grain-size analysis, and plasticity testing for soil, and abrasivity and unconfined compressive strength testing for rock. Said data will be used for HDD Bore Designs and the HDD contractor's planning and bidding purposes.

Our drilling subcontractors shall be responsible for contacting the 811 System for location of public utilities. Colliers Engineering & Design is also providing Level "B" utility locating services as part of a separate task for this proposal. We will perform our explorations in areas clear of marked utilities; however, we cannot be held responsible for damage to existing utilities that were either unmarked, incorrectly marked, or could not be identified and located via Level "B" designating techniques.

Due to the nature of the work, some disturbance and settlement should be anticipated at the exploration locations. It will be the option of the client to maintain the grade at each test location should settlement occur. This proposal excludes site restoration other than backfilling the explorations with the drilling spoils and bentonite, and asphalt patch for borings drilled in the travel lanes.

The Client will provide right of entry to the site as well as any associated project information. The client agrees to indemnify, hold harmless, and defend CED and any of CED's employees from and against all loss, injury, damage and legal liability, including attorney's fees and other costs of defense arising out of any structural damage, utility damage, or settlement of backfill soils.

If conditions encountered differ significantly from those anticipated, and as a result would increase the scope of our work, we will notify you immediately and provide a new scope of work for your authorization to continue with work.

Task 7.0 - Construction Deliverables

CED shall prepare 60% Deliverables, 90% Deliverables and Issued for Construction (IFC) Deliverables. Review meetings will be scheduled with the Client after the issuance of each Deliverable. The Content and Purpose of these Deliverables are as follows:

60% Plans

To prepare 60% Plans we will use plans provided by the Client and NCDOT. Additionally, the 60% plans will incorporate comments provided by the Client's review of our preliminary relocation plans. The 60% Plans include a Cover Sheet, a General Construction Notes Sheet, Plan Sheets, and Construction Details.

We will send 60% Plans to Client representative(s), NCDOT's Utility Coordinator (UC) for use in Utilities by Others (UbOs) Plans. The Client will receive a copy of the 60% Plans and affiliated documentation. We will schedule a review meeting with the Client to review the deliverables at this stage.

CED will create meeting minutes that document the client's comments relating to the 60% submittal. The minutes will also document the topics discussed at the 60% design meeting. CED will send these minutes to the meeting attendees for review, comment, approval and acceptance. Once the minutes

are accepted and approved, CED will resolve all pertinent comments resulting from the 60% design meeting.

90% Plans

CED will incorporate any updated design documents prepared by other utilities and comments from the 60% design review into the 90% plans and Project Manual. The 90% Plans include a Cover Sheet, a General Construction Notes Sheet, and Plan Sheets, Profile Sheets, and Construction Details. Documents used at this stage may include revised plans from NCDOT, UBO plans from utility coordinators, or related documents from project stakeholders.

CED will send 90% Plans to NCDOT's Utility Coordinator (UC) with an NCDOT Encroachment Agreement (EA). The Client will receive a copy of the 90% Plans, Project Manual, Engineer's Opinion of Probable Cost, and EA for signature.

We will schedule a review meeting with the Client to review the deliverables at this stage. CED will create meeting minutes that document the client's comments relating to the 90% submittal. The minutes will also document the topics discussed at the 90% design meeting. CED will send these minutes to the meeting attendees for review, comment, approval and acceptance. Once the minutes are accepted and approved, CED will resolve all pertinent comments resulting from the 90% design meeting.

IFC Plans

Content:

We will use NCDOT's Final Design Plans, Final UBOs, and comments from the Client, and/or other project stakeholders to complete IFC Plans and Project Manual for the relocation of the gas mains. The IFC Plans will include a Cover Sheet, a General Construction Notes Sheet, Plan Sheets of the final design of the relocation alignments, and Profile Sheets. A licensed and qualified Professional Engineer will sign and seal the IFC Plans.

Cathodic Protection, AC Mitigation, and Hydrostatic Testing Plans are not included in this Task.

Task 8.0 – Work Zone Traffic Control Plans

CED will prepare work zone traffic control plans for this project so that the utility relocations can be constructed and to maintain the orderly flow of traffic in the area. This proposal assumes site specific lane closure details for US 74 (Andrew Johnson Highway) will be created for right lane and left lane closures in both the eastbound and westbound directions with flagger provisions provided for driveway access. The location, spacing and type of traffic control devices and signs, together with any required notes, will be shown on the details. The plans will identify a suggested sequence of construction, and schematic details of the provisions for maintaining traffic through the construction zone. It is also assumed relocations across driveways for underground facilities will follow a typical detail for flagging and staging. All Traffic Control will be in strict conformance with the FHWA's Manual on Uniform Traffic Control Devices (MUTCD) and NCDOT (specifically NCDOT Maintenance/Utility Traffic Control Guidelines), City of Monroe design standards and NCDOT Standard Drawings - Division 11 Work Zone Traffic Control will be utilized when possible. Pedestrian

Detour Plans are not included as part of this proposal, however notes will be provided on all plan sheets specifying the Contractor's requirement to accommodate pedestrians through the work zone as necessary. It is assumed that the plans will be submitted to the NCDOT for their review/approval, and formal sign off. All plans will be provided in Autodesk AutoCAD DWG and PDF file formats as required in the RFQ. Construction quantities for work zone traffic control will be calculated, and an Engineer's Estimate will be prepared. Note that this estimate is only a guide to be used by the Client to establish a general budget for the project. It should not be considered a definitive estimate of the project's true cost as it relates to traffic control.

It should also be noted that NCDOT has a policy that a Transportation Management Plan (TMP) needs to be developed for each design project, but due to the nature of this work it is assumed a TMP will not be required and is excluded from this proposal.

As discussed, since this project is located along a USDOT route under the jurisdiction of NCDOT we assume that two (2) meetings will be conducted with the NCDOT and City of Monroe for the review and approval of the design. For the purposes of this proposal, it is assumed that we will make a Preliminary (Work Zone Traffic Control Layout) and Final Design Submission on behalf of the City of Monroe.

Task 9.0 - Bidding

It is assumed that the Client will be responsible for the construction advertisement and bidding. However, CED will support the Client throughout the bidding process by answering Requests for Information (RFI's) from contractors and assisting with necessary addenda.

Schedule of Fees

For your convenience, we have broken down the total estimated cost of the project into the categories identified within the scope of services.

Task Name	Fee
Task 1.0 - Project Management	\$73,500
Task 2.0 - NCDOT Utility Coordination	\$41,205
Task 3.0 – Supplementary Subsurface Utility Engineering	\$25,500 (allowance)
Task 4.0 – Supplementary Survey Services	\$20,860 (allowance)
Task 5.0 – Environmental Surveys & Permitting	\$15,800
Task 6.0 – Geotechnical Exploration & Investigation	\$85,400
Task 7.0 – Construction Deliverables	\$106,625
Task 8.0 – Traffic Control Plans	\$19,500
Task 9.0 - Bidding	\$5,125
Grand Total (Time & Materials Not to Exceed)	\$393,515

This contracted amount may be negotiated with the Client. The Contract will be based upon the execution of the Client's latest Contract. CED will begin work once the Contract is executed.

Payment terms are NET30 of receipt of invoice.

Exclusions and Understandings

Services relating to the following items are not anticipated for the project or cannot be quantified at this time. Therefore, any service associated with the following items is specifically excluded from the scope of professional services within this agreement.

- Services not specifically outlined in Section I;
- Boundary survey services;
- Transportation Management Plan;
- Temporary/Interim Traffic Signal Design;
- Temporary Highway/Roadway Lighting Design;
- Pedestrian Detour Plans;
- Roadside Appurtenance Design including temporary concrete barrier and guardrail;
- Environmental permitting applications;
- Grading & drainage plans or calculations;
- ROW (right-of-way) or Land Acquisition services;
- Cultural Resources services;
- Cathodic protection, AC mitigation, hydrostatic testing plans;
- Flood plain analysis and Flood Hazard Area Application;
- Exploratory or testing work, interpretations or conclusions related to determination of potential chemical, toxic, radioactive or other type of contaminants on the site;
- Application fees;

- Construction Administration, and/or additional field surveying information except as noted;
- Construction observation;
- Changes or revisions beyond our control or changes in basic concept after design service has been accomplished.
- Substantial plan revisions, changes, or preparation of additional design support requested by regulatory agencies during the course of project review.

If an item listed herein, or otherwise not specifically mentioned within this agreement, is deemed necessary, CED may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees regarding the extra services.

Section II – Rate Schedule

Technical Staff Rates 2021	
Billing Titles	Hourly Rates
Executive Principal	285.00
Senior Principal	200.00
Principal	190.00
Senior Technical Director	185.00
Senior Project Manager	180.00
Technical Director	175.00
Project Manager	165.00
Senior Project Specialist	160.00
Project Specialist	155.00
Technical Professional	150.00
Technical Specialist	140.00
Specialist	130.00
Senior Data Technician	115.00
Senior Technical Assistant	110.00
Technical Assistant	95.00
Field Technician	85.00
Data Technician	75.00
Survey Crew – 1 Man w/Robotic Equipment	125.00
Additional Survey Crew Member	45.00
SUE Crew (designating) – 1 Man	120.00
Additional (designating) Member	45.00
SUE Crew (locating) – 2 Man	180.00
Additional (locating) Member	40.00
Expert Witness	355.00

Reimbursable Expenses	
General Expenses	Cost + 15%
Travel (Hotel, Airfare, Meals)	Cost + 15%
Sub-Consultants/Sub-Contractors	Cost + 20%
Plotting	3.95 / Each
Computer Mylars / Color Plots	75.00 / Each
Photocopies	0.18 / Each
Color Photocopies	1.95 / Each
Document Binding	3.75 / Each
Portable Media	75.00 / Each
Exhibit Lamination (24" x 36" or larger)	75.00 / Each
Initial Digital Signature	250.00
Additional Digital Signatures	60.00 / Each
Mileage Reimbursement*	0.56 / Per Mile
	Field Vehicle 0.75 / Per Mile

*Mileage reimbursement subject to change based upon IRS standard mileage rate.

Schedule 5

Rates are effective through December 31, 2021

This fee proposal is valid 90 days per business terms.

We very much appreciate the opportunity of submitting this proposal and look forward to performing these services for you.

Sincerely,

Colliers Engineering & Design CT, P.C.
(DBA Maser Consulting)



Michael Corrigan
Single Point of Contact/Client Manager



John Pellenz, PE
Project Manager

September 24, 2021

City of Monroe
Energy Services Department
2201 Walkup Avenue
Monroe, NC 28110

Proposal for Professional Services
U-5764 NCDOT Relocation Project - Phase II Electric & Fiber Optic
Monroe, Union County, North Carolina
Colliers Engineering & Design Proposal No.: 20003667P

Dear Robert Miller,

Colliers Engineering & Design CT, P.C. (DBA Maser Consulting) is pleased to submit this proposal to provide professional services for the proposed Phase II continuation of the "U-5764 NCDOT Relocation Project, Relocation of Electric, Natural Gas, and Fiber Optic Utilities" project, dated March 4, 2020.

This proposal is for the next phase of the detailed relocation design of the electric and fiber optic utilities within NCDOT's U-5764 roadway project. The natural gas utility relocation design will be completed under a separate scope. The preliminary relocation plans have been completed and comments from the Client will be incorporated into this phase. Coordination with NCDOT and their utility coordinators will be ongoing throughout this phase to consider potential revisions to the roadway plans and accommodating other utilities within the project limits that will be relocating. Geotechnical exploration and environmental site assessments will be completed to aid in the relocation routing and design.

Project documents from NCDOT and the City of Monroe will be used for the relocation design efforts of this project. It is understood that that supplemental topographic survey and subsurface utility engineering, include test holes, may be required for complete the detailed relocation design.

This proposal is divided into four sections as follows:

Section I – Scope of Services

Section II – Technical Staff Hourly Rate Schedule and Reimbursable Expenses

The order in which the following scope of services are presented generally follows the sequence in which the project will be accomplished; however, depending on the project, the various authorized services contained in this proposal may be performed in a sequence as deemed appropriate by Colliers Engineering & Design to meet project schedules.

Section I – Scope of Services

Based on our conversations and information noted above, we propose to complete the following:

Maser Consulting is now Colliers Engineering & Design

Task 1.0 - Project Management

CED will provide Project Management services with the Client, government regulators, and other project stakeholders as necessary throughout the relocation design and permitting with NCDOT. This task will cover a total of 40-meetings, which includes monthly coordination and review meetings with the Client, meetings with project stakeholders, and field meetings.

Our intent is to start this phase of the project in November 2021. Tentatively, NCDOT has right-of-way scheduled in 2024, and they intend to let the project in 2027. It is important to note that the Client's permanent utility easements (PUE) will need to be secured by 2024.

Task 2.0 – NCDOT Utility Coordination

In the initial phase of this project, Colliers Engineering & Design (CED) coordination services will meet with the NCDOT for right of way records and old project data to identify previous pole/utility owner alignments prior to widening of the current US 74. This information will be used by CED to secure proof of a compensable interest for the City power line either by easements and/or adverse possession rights. CED will coordinate with NCDOT staff during the design of the City owned utility facilities to help facilitate the minimization or avoidance of potential utility relocations.

In coordination with NCDOT, CED will review potential impacts to the existing buried and overhead utilities to determine if avoidance design is a more cost-effective solution as opposed to a utility relocation. CED in coordination with the City of Monroe will discuss the outcome of the reviews with the NCDOT Division office and NCDOT Central Utilities Unit point of contacts. This meeting will be to obtain concurrence with the proposed extent of all City utilities to be made part of the NCDOT Utility by Others (UbOs) plans. CED will recommend to the NCDOT and/or obtain Level "A" SUE data when deemed necessary to determine actual locations of buried utilities and coordinate with NCDOT to establish a Permanent Utility Easement (PUE). Upon receiving comments from the NCDOT, comments will be incorporated, PUE will be finalized and final UbOs plans' in coordination with the City of Monroe will be provided to the NCDOT.

CED will secure, review and prepare all required documents and plans in accordance with NCDOT standards and procedures for utility company authorizations.

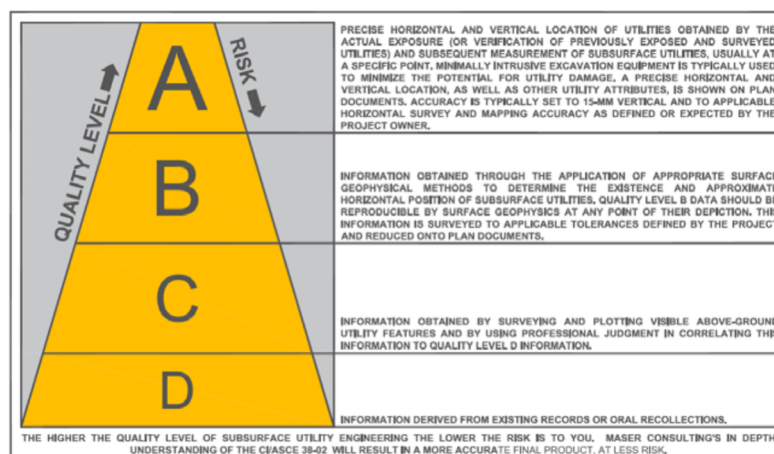
Task 3.0 – Supplementary Subsurface Utility Engineering & Surveying

We will provide the following supplementary professional Subsurface Utility Engineering Services in support of the above-named project in accordance with the project limits as indicated on the provided map and site sketch, to the standard of care applicable in the SUE profession.

Per the CI/ASCE 38-02 Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data, there are 4 levels of utility data information; each level builds upon the previous level to depict a total portrait of the subsurface utilities in question. For this proposal, CED will be providing Subsurface Utility Engineering ("SUE") Quality Level A subsurface utility investigations.

SUE Process

We will begin the Subsurface Utility Engineering (SUE) process through clear communication and understanding the scope of the assignment with the client's Project Manager (or designated representative). Upon receipt of Notice to Proceed, we will begin work on the project. Following the CI/ASCE 38-02 guidelines for SUE, we will proceed with utility records research and the deployment of SUE crews to the project site. Every crew will begin each day of work by first setting up advanced MOT warning signs and conducting a tailgate safety meeting to identify potential site hazards and review safe work practices. CED field crews photo document all phases of field operations from pre-existing conditions through completion of field efforts.



Task 3.1 - Utility Investigation and Mapping – Above Ground Electric

Colliers Engineering & Design proposes to provide the following professional Utility Investigation and Mapping Services in support of the above-named project in accordance with the project limits as indicated on the preliminary plans.

Service: Utility Designation

Description: Information obtained through the application of appropriate surface geophysical methods to determine the existing and approximate horizontal position of subsurface utilities. This information is surveyed to applicable tolerances defined by the project and reduced onto plan documents.

Designating is to indicate, by marking with paint, the presence and approximate horizontal location of subsurface utilities using geophysical prospecting techniques including, electromagnetic, sonic and acoustical.

The utility designation survey will be performed utilizing GNSS Surveying techniques with the resulting horizontal datum being set to North Carolina State Coordinate System and tied to published NCDOT U-5764 Control and shall be conducted in accordance with requirements of land surveying set forth in the state of North Carolina.

Included in this phase of service are the following tasks:

- Provide equipment, personnel and supplies required for performing designating services. Colliers Engineering & Design shall determine which equipment, personnel and supplies are required to perform these services.

- Designate the existing underground utility facilities within a 20' radius of 62 proposed utility poles. Conduct appropriate investigation of site conditions.
- Mark the utilities on the ground with spray paint to be surveyed by Colliers Engineering & Design Surveyors.
- Field measure location of existing underground utility facilities as designated by Colliers Engineering & Design SUE Crews.
- Recover existing NCDOT control
- Field survey data reduction and computation.
- Preparation of utility survey map in AutoCAD Civil 3D 2018 format.

Task 3.2 - Utility Pole Locations – Above Ground Electric

Colliers Engineering & Design shall stake the proposed utility pole locations as depicted on the preliminary plans. Calculate and stake proposed poles one (1) time.

The utility pole stakeout will be performed utilizing GNSS Surveying techniques with the resulting horizontal datum being set to North Carolina State Coordinate System and tied to published NCDOT U-5764 Control and shall be conducted in accordance with requirements of land surveying set forth in the state of North Carolina.

Included in this phase of service are the following tasks:

- Recover existing NCDOT control
- Calculations for 62 proposed poles
- Field stakeout of 20 proposed poles

Task 3.3 - Utility Investigation and Mapping – Underground Electric

Colliers Engineering & Design proposes to provide the following professional Utility Investigation and Mapping Services in support of the above-named project in accordance with the project limits as indicated on the preliminary plans.

Service: Utility Designation

Description: Information obtained through the application of appropriate surface geophysical methods to determine the existing and approximate horizontal position of subsurface utilities. This information is surveyed to applicable tolerances defined by the project and reduced onto plan documents.

Designating is to indicate, by marking with paint, the presence and approximate horizontal location of subsurface utilities using geophysical prospecting techniques including, electromagnetic, sonic and acoustical.

The utility designation survey will be performed utilizing GNSS Surveying techniques with the resulting horizontal datum being set to North Carolina State Coordinate System and tied to published NCDOT U-5764 Control and shall be conducted in accordance with requirements of land surveying set forth in the state of North Carolina.

Included in this phase of service are the following tasks:

- Provide equipment, personnel and supplies required for performing designating services. Colliers Engineering & Design shall determine which equipment, personnel and supplies are required to perform these services.
- Designate the existing underground utility facilities within a 15' wide strip on center of the proposed 2800 linear feet of underground electric line. Conduct appropriate investigation of site conditions.
- Mark the utilities on the ground with spray paint to be surveyed by Colliers Engineering & Design Surveyors.
- Field measure location of existing underground utility facilities as designated by Colliers Engineering & Design SUE Crews.
- Recover existing NCDOT control
- Field survey data reduction and computation.
- Preparation of utility survey map in AutoCAD Civil 3D 2018 format.

Task 3.4 - Utility Pole Locations – Underground Electric

Colliers Engineering & Design shall stake the proposed underground electric line route as depicted on the preliminary plans. Stakes shall be placed and the proposed alignment centerline at point of intersection's (PI's) and at a maximum of 50' between PI's. Calculate and stake the proposed electric line route one (1) time.

The utility alignment stakeout will be performed utilizing GNSS Surveying techniques with the resulting horizontal datum being set to North Carolina State Coordinate System and tied to published NCDOT U-5764 Control and shall be conducted in accordance with requirements of land surveying set forth in the state of North Carolina.

Included in this phase of service are the following tasks:

- Recover existing NCDOT control
- Calculations for proposed electric alignment
- Field stakeout of 2800 linear feet

Task 4.0 – Geotechnical Exploration & Investigation

Colliers Engineering & Design (CED) shall conduct a maximum total of six (6) soil test borings with Standard Penetration Tests (SPT) in soil and NQ-sized wireline rock coring in rock with a maximum combined depth of 240 linear feet to visually classify the subsurface soils, evaluate groundwater conditions, and obtain soil and rock samples for laboratory testing. The borings will generally be advanced to a depth of ± 40 feet below the existing ground surface (BGS), or until drilling and SPT refusal is encountered in which case we will conduct ten (10) linear feet of rock coring, unless site conditions warrant deeper exploration. If deeper exploration depths are warranted, the Contractor will contact the City of Monroe to discuss and agree on potential changes to the drilling scope. If the City of Monroe is unavailable, the Contractor will proceed until suitable strata are identified to avoid stand-by and/or remobilization charges. A total of 60 linear feet of rock coring at 6 boring locations

is included in this estimate. CED will prepare a geotechnical exploration data report that contains the results of the field and laboratory testing for site characterization.

The subsurface exploration program will be performed under the full-time supervision of a geotechnical specialist who will observe and log the explorations, collect soil samples, and will be acting under the direction of a licensed geotechnical engineer or engineering geologist. Explorations will be field-located by our representative using hand-held GPS equipment and/or by measuring from existing site features using conventional taping methods.

This proposal assumes that the site is accessible by truck mounted drilling equipment and that traffic control will be required; up to 3 days of traffic control services by a specialist subcontractor are included in this proposal.

Work is anticipated be performed within the NCDOT Right of Way, potentially within the travel lanes. Additionally, given the proximity to the proposed HDD bores, we have included the cost for backfilling of the borings with bentonite.

We have allotted up to **4** days of drilling to explore the site.

Representative samples obtained from the explorations may be subjected to limited laboratory testing to evaluate general engineering characteristics. Such testing will likely include moisture contents, grain-size analysis, and plasticity testing for soil, and unconfined compressive strength testing for rock. Said data will be used for HDD Bore Designs and the HDD contractor's planning and bidding purposes.

Our drilling subcontractors shall be responsible for contacting the 811 System for location of public utilities. Colliers Engineering & Design is also providing Level "B" utility locating services as part of a separate task for this proposal. We will perform our explorations in areas clear of marked utilities; however, we cannot be held responsible for damage to existing utilities that were either unmarked, incorrectly marked, or could not be identified and located via Level "B" designating techniques.

Due to the nature of the work, some disturbance and settlement should be anticipated at the exploration locations. It will be the option of the client to maintain the grade at each test location should settlement occur. This proposal excludes site restoration other than backfilling the explorations with the drilling spoils and bentonite, and asphalt patch for borings drilled in the travel lanes.

The Client will provide right of entry to the site as well as any associated project information. The client agrees to indemnify, hold harmless, and defend CED and any of CED's employees from and against all loss, injury, damage and legal liability, including attorney's fees and other costs of defense arising out of any structural damage, utility damage, or settlement of backfill soils.

If conditions encountered differ significantly from those anticipated, and as a result would increase the scope of our work, we will notify you immediately and provide a new scope of work for your authorization to continue with work.

Task 5.0 – Electric Construction Deliverables

CED will provide detailed construction plans and specifications for the relocation of electric facilities based on the results of the Utility Assessment Analysis Report dated October 8, 2020 submitted to the City of Monroe – Energy Service. The construction plans will include tie-over plans for energizing primary feeders and services. We will use the city's existing construction standard practices and details for our construction plans. CED will coordinate with a sub-consultant to provide cost estimates for the relocation, abandonment, and removal of electric facilities. CED will develop an acceptable route for the relocation of the City of Monroe's electrical assets. This plan will be developed with the least impact to the community, as well as minimizing expenses and interruption for the City of Monroe. We will perform up to (10) ten site visits with up to (2) two electrical engineers to confirm the existing electrical facilities and to identify a new acceptable route that minimizes impact to the city's electrical facilities. The construction plans will include bore size and depth, bore pits, conduit and cable size, type and quantity, calculations, vaults, handholes, grounding mechanisms, and interconnection coordination and design.

CED shall prepare 60% Deliverables, 90% Deliverables and Issued for Construction (IFC) Deliverables. Review meetings will be scheduled with the Client after the issuance of each Deliverable. The Content and Purpose of these Deliverables are as follows:

60% Plans

To prepare 60% Plans we will use plans provided by the Client and NCDOT. Additionally, the 60% plans will incorporate comments provided by the Client's review of our preliminary relocation plans. The 60% Plans include a Cover Sheet, a General Construction Notes Sheet, Plan Sheets, and Construction Details.

We will send 60% Plans to Client representative(s), NCDOT's Utility Coordinator (UC) for use in Utilities by Others (UbOs) Plans. The Client will receive a copy of the 60% Plans and affiliated documentation. We will schedule a review meeting with the Client to review the deliverables at this stage.

CED will create meeting minutes that document the client's comments relating to the 60% submittal. The minutes will also document the topics discussed at the 60% design meeting. CED will send these minutes to the meeting attendees for review, comment, approval and acceptance. Once the minutes are accepted and approved, CED will resolve all pertinent comments resulting from the 60% design meeting.

90% Plans

CED will incorporate any updated design documents prepared by other utilities and comments from the 60% design review into the 90% Plans. The 90% Plans include a Cover Sheet, a General Construction Notes Sheet, Plan Sheets, and Construction Details. Documents used at this stage may include revised plans from NCDOT, UbOs plans from utility coordinators, or related documents from project stakeholders.

CED will send 90% Plans to NCDOT's Utility Coordinator (UC) with an NCDOT Encroachment Agreement (EA). The Client will receive a copy of the 90% Plans, Project Manual, Engineer's Opinion of Probable Cost, and EA for signature.

We will schedule a review meeting with the Client to review the deliverables at this stage. CED will create meeting minutes that document the client's comments relating to the 90% submittal. The minutes will also document the topics discussed at the 90% design meeting. CED will send these minutes to the meeting attendees for review, comment, approval and acceptance. Once the minutes are accepted and approved, CED will resolve all pertinent comments resulting from the 90% design meeting.

IFC Plans

Content:

We will use NCDOT's Final Design Plans, Final UBOs, and comments from the Client, and/or other project stakeholders to complete IFC Plans and Project Manual for the relocation of the electric infrastructure. The IFC Plans will include a Cover Sheet, a General Construction Notes Sheet, Plan Sheets, and Construction Details of the final design of the relocation alignments. A licensed and qualified Professional Engineer will sign and seal the IFC Plans.

Task 6.0 – Fiber Optic Construction Deliverables

CED will provide services to detailed construction plans and specifications for the relocation of fiber optic facilities based on the results of the Utility Assessment Analysis Report dated October 8, 2020 submitted to the City of Monroe – Energy Service. The construction plans will include detailed design for the routing, equipment locations, and materials for the relocation. There will be close coordination with our electrical team, as it is anticipated that a significant portion of the proposed relocation will follow the proposed pole line relocation. Relocation design will be in accordance with the Client's standards and specifications. Considerations will also be made during the relocation design to accommodate future facility expansion or upgrades and limit impacts to the Client's existing assets and proposed NCDOT roadway improvements.

We will perform up to (10) ten site visits, in conjunction with the electrical team, for relocation design efforts and identify acceptable routing that minimizes impact to the city's facilities. The design effort for the fiber optic relocation will be completed with digital files received from NCDOT, the Client's records, supplemental survey data, and data gathered from field observations.

CED shall prepare 60% Deliverables, 90% Deliverables and Issued for Construction (IFC) Deliverables. Review meetings will be scheduled with the Client after the issuance of each Deliverable. The Content and Purpose of these Deliverables are as follows:

60% Plans

To prepare 60% plans we will use plans provided by the Client and NCDOT. Additionally, the 60% plans will incorporate comments provided by the Client's review of our preliminary relocation plans. The

60% Plans include a Cover Sheet, a General Construction Notes Sheet, Plan Sheets, and Construction Details.

We will send 60% Plans to Client representative(s), NCDOT's Utility Coordinator (UC) for use in Utilities by Others (UbOs) Plans. The Client will receive a copy of the 60% Plans and affiliated documentation. We will schedule a review meeting with the Client to review the deliverables at this stage.

CED will create meeting minutes that document the client's comments relating to the 60% submittal. The minutes will also document the topics discussed at the 60% design meeting. CED will send these minutes to the meeting attendees for review, comment, approval and acceptance. Once the minutes are accepted and approved, CED will resolve all pertinent comments resulting from the 60% design meeting.

90% Plans

CED will incorporate any updated design documents prepared by other utilities and comments from the 60% design review into the 90% Plans. The 90% Plans include a Cover Sheet, a General Construction Notes Sheet, Plan Sheets, and Construction Details. Documents used at this stage may include revised plans from NCDOT, UbOs plans from utility coordinators, or related documents from project stakeholders.

CED will send 90% Plans to NCDOT's Utility Coordinator (UC) with an NCDOT Encroachment Agreement (EA). The Client will receive a copy of the 90% Plans, Project Manual, Engineer's Opinion of Probable Cost, and EA for signature.

We will schedule a review meeting with the Client to review the deliverables at this stage. CED will create meeting minutes that document the client's comments relating to the 90% submittal and concerns about the project. The minutes will also document the topics discussed at the 90% design meeting. CED will send these minutes to the meeting attendees for review, comment, approval and acceptance. Once the minutes are accepted and approved, CED will resolve all pertinent comments resulting from the 90% design meeting.

IFC Plans

Content:

We will use NCDOT's Final Design Plans, Final UbOs, and comments from the Client, and/or other project stakeholders to complete IFC Plans and Project Manual for the relocation of the fiber infrastructure. The IFC Plans will include a Cover Sheet, a General Construction Notes Sheet, Plan Sheets, and Construction Details of the final design of the relocation alignments. A licensed and qualified Professional Engineer will sign and seal the IFC Plans.

Task 7.0 – Work Zone Traffic Control Plans

Colliers Engineering & Design (CED) will prepare work zone traffic control plans for this project so that the utility relocations can be constructed and to maintain the orderly flow of traffic in the area. After a cursory review of the preliminary relocation plans, it is assumed that site specific plans will

be developed for the relocation of underground electric facilities, and above ground electric and fiber optic facilities. This proposal assumes site specific lane closure details for US 74 (Andrew Johnson Highway) will be created for right lane and left lane closures in both the eastbound and westbound directions with flagger provisions provided for driveway access. The location, spacing and type of traffic control devices and signs, together with any required notes, will be shown on the plans or details. In addition, Twenty (20) plan sheets will be prepared in Autodesk AutoCAD format at a scale of 1"=50' for all locations of underground facilities proposed across side street locations. The plans will identify a suggested sequence of construction, and schematic details of the provisions for maintaining traffic through the construction zone. It is also assumed relocations across driveways for underground facilities will follow a typical detail for flagging and staging, and overhead facilities will follow a typical temporary road closure detail in which details will be provided for both. All Traffic Control will be in strict conformance with the FHWA's *Manual on Uniform Traffic Control Devices (MUTCD)* and NCDOT (specifically NCDOT Maintenance/Utility Traffic Control Guidelines), Union County, City of Monroe design standards and NCDOT Standard Drawings - Division 11 Work Zone Traffic Control will be utilized when possible. Pedestrian Detour Plans are not included as part of this proposal, however notes will be provided on all plan sheets specifying the Contractor's requirement to accommodate pedestrians through the work zone as necessary. It is assumed that the plans will be submitted to the NCDOT for their review/approval, and formal sign off. All plans will be provided in Autodesk AutoCAD DWG and PDF file formats as required in the RFQ. Construction quantities for work zone traffic control will be calculated, and an Engineer's Estimate will be prepared. Note that this estimate is only a guide to be used by the Client to establish a general budget for the project. It should not be considered a definitive estimate of the project's true cost as it relates to traffic control.

It should also be noted that NCDOT has a policy that a Transportation Management Plan (TMP) needs to be developed for each design project, but due to the nature of this work it is assumed a TMP will not be required and is excluded from this proposal.

As discussed, since this project is located along a USDOT route under the jurisdiction of NCDOT we assume that two (2) meetings will be conducted with the NCDOT and City of Monroe for the review and approval of the design. For the purposes of this proposal, it is assumed that we will make a Preliminary (Work Zone Traffic Control Layout) and Final Design Submission on behalf of the City of Monroe.

Task 8.0 - Bidding

It is assumed that the Client will be responsible for the construction advertisement and bidding. However, we will support the Client throughout the bidding process by answering Requests for Information (RFI's) from contractors and assisting with necessary addenda.

Schedule of Fees

For your convenience, we have broken down the total estimated cost of the project into the categories identified within the scope of services.

Task Name	Fee
Task 1.0 - Project Management	\$143,760
Task 2.0 – NCDOT Utility Coordination	\$96,145
Task 3.0 – Supplementary Subsurface Utility Engineering & Surveying	\$31,700
Task 4.0 – Geotechnical Exploration & Investigation	\$30,250
Task 5.0 – Electric Construction Deliverables	\$362,490
Task 6.0 – Fiber Optic Construction Deliverables	\$51,040
Task 7.0 – Work Zone Traffic Control Plans	\$19,500
Task 8.0 - Bidding	\$11,260
Grand Total (Time & Materials - Not To Exceed)	\$746,145

This contracted amount may be negotiated with the Client. The Contract will be based upon the execution of the Client's latest Contract. CED will begin work once the Contract is executed.

Payment terms are NET30 of receipt of invoice.

Exclusions and Understandings

Services relating to the following items are not anticipated for the project or cannot be quantified at this time. Therefore, any service associated with the following items is specifically excluded from the scope of professional services within this agreement.

- Services not specifically outlined in Section I;
- Topographic survey services;
- Boundary survey services;
- Environmental permitting applications;
- DOT driveway permitting applications;
- Grading & drainage plans or calculations;
- Construction staking;
- Environmental field inspections;
- ROW (right-of-way) or land acquisition services;
- Temporary or permanent easement document preparation;
- Cultural Resources services;
- Cathodic protection, AC mitigation, hydrostatic testing plans;
- Flood plain analysis and Flood Hazard Area Application;
- Exploratory or testing work, interpretations or conclusions related to determination of potential chemical, toxic, radioactive or other type of contaminants on the site;
- Application fees;
- Customer interface/outreach
- Outage planning and/or customer interconnect

- Electrical upgrades;
- Survey/Basemap Development – it is assumed that we will be provided with the design files;
- Transportation Management Plan;
- Temporary/Interim Traffic Signal Design;
- Temporary Highway/Roadway Lighting Design;
- Roadside Appurtenance Design including temporary concrete barrier and guiderail;
- Construction Administration, Construction Observation and/or Inspection, Construction Stake-Out and/or additional field surveying information except as noted;
- Changes or revisions beyond our control or changes in basic concept after design service has been accomplished; and
- Substantial plan revisions, changes, or preparation of additional design support requested by regulatory agencies during the course of project review.

If an item listed herein, or otherwise not specifically mentioned within this agreement, is deemed necessary, Colliers Engineering & Design may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees regarding the extra services.

Section II – Rate Schedule

Technical Staff Rates 2021	
Billing Titles	Hourly Rates
Executive Principal	285.00
Senior Principal	200.00
Principal	190.00
Senior Technical Director	185.00
Senior Project Manager	180.00
Technical Director	175.00
Project Manager	165.00
Senior Project Specialist	160.00
Project Specialist	155.00
Technical Professional	150.00
Technical Specialist	140.00
Specialist	130.00
Senior Data Technician	115.00
Senior Technical Assistant	110.00
Technical Assistant	95.00
Field Technician	85.00
Data Technician	75.00
Survey Crew – 1 Man w/Robotic Equipment	125.00
Additional Survey Crew Member	45.00
SUE Crew (designating) – 1 Man	120.00
Additional (designating) Member	45.00
SUE Crew (locating) – 2 Man	180.00
Additional (locating) Member	40.00
Expert Witness	355.00

Reimbursable Expenses	
General Expenses	Cost + 15%
Travel (Hotel, Airfare, Meals)	Cost + 15%
Sub-Consultants/Sub-Contractors	Cost + 20%
Plotting	3.95 / Each
Computer Mylars / Color Plots	75.00 / Each
Photocopies	0.18 / Each
Color Photocopies	1.95 / Each
Document Binding	3.75 / Each
Portable Media	75.00 / Each
Exhibit Lamination (24" x 36" or larger)	75.00 / Each
Initial Digital Signature	250.00
Additional Digital Signatures	60.00 / Each
Mileage Reimbursement*	0.56 / Per Mile
	Field Vehicle 0.75 / Per Mile

*Mileage reimbursement subject to change based upon IRS standard mileage rate.

Schedule 5

Rates are effective through December 31, 2021

This fee proposal is valid 90 days per business terms.

We very much appreciate the opportunity of submitting this proposal and look forward to performing these services for you.

Sincerely,

Colliers Engineering & Design CT, P.C.
(DBA Maser Consulting)

A handwritten signature in blue ink, appearing to read "Alex Hall".

Alex Hall, P.E.
Department Manager



STAFF REPORT

TO: Public Enterprise Committee

VIA: Brian Borne, Interim City Manager

DATE: October 19, 2021

FROM: David E. Lucore, Director of Energy Services

PREPARED BY: David E. Lucore, Director of Energy Services

SUBJECT: City of Monroe/Union Power Agreement of Electric Suppliers Extension

SUMMARY STATEMENT

Energy Services staff requests the Public Enterprise Committee to consider authorizing an Extension to an Agreement of Electric Suppliers between the City of Monroe and Union Power Cooperative be sent to Council for approval and execution.

REVIEW

On April 8, 2008, the City of Monroe and Union Power Cooperative entered into an Agreement of Electric Suppliers to define electric service territory rights for each utility as required by the NCUC (North Carolina Utilities Commission). The original agreement will expire on December 31, 2022 and both parties have agreed to extend this agreement another ten years.

RECOMMENDATION

City staff requests the Public Enterprise Committee approve sending this Agreement Extension to City Council for approval and execution.

STATE OF NORTH CAROLINA

E-VERIFY AFFIDAVIT

COUNTY OF UNION

I, Gregory S. Address (the individual attesting below), being duly authorized by and on behalf of Union Electric Membership Corporation *contractor/vendor* (hereinafter "Contractor") after first being duly sworn hereby swears or affirms as follows:

1. Contractor desires to enter into a contract (or has contracted) with the City of Monroe (hereinafter "City").
2. Contractor attests that it is aware of and in compliance with the requirement to E-Verify the employment status of its employees. Contractor shall verify the work authorization of each of its employees through E-Verify as required by law.
3. Contractor acknowledges and understands that by law the City is prohibited from entering into contracts with contractors or subcontractors that do not comply with the requirement to use E-Verify. Contractor affirms and attests that it is in compliance with the E-Verify requirements and will remain in compliance during the term of the contract with the City, or it is not an Employer as defined by law. If applicable, the Contractor will retain the record of work authorization while each employee is employed and for one year thereafter.
4. As a condition of contracting with the City, Contractor acknowledges that it has an obligation to verify and attests that it has taken every reasonable step to ensure that all subcontractors it employs as part of the contract with the City are in compliance with the requirement to E-Verify the employment status of the employees of subcontractors and will verify compliance with E-Verify by any subcontractors subsequently hired by Contractor.

This 21 day of September, 2021.



Signature of Affiant

Print or Type Name: Gregory S. Address

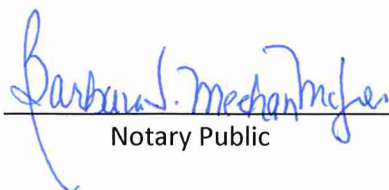
BARBARA J MEEHAN-MCINTYRE
NOTARY PUBLIC
Union County
North Carolina
My Commission Expires June 26, 2024

Signed and sworn to (or affirmed) before me, this the 21st

day of September, 2021.

My Commission Expires:

June 26, 2024


Notary Public

(Affix Official/Notarial Seal)

STATE OF NORTH CAROLINA

COUNTY OF UNION

EXTENSION AGREEMENT

THIS EXTENSION OF FRAMEWORK AGREEMENT OF ELECTRIC SUPPLIERS (the “Extension Agreement”) is made and entered into as of the ____ th day of _____, 2021, by and between the City of Monroe, a North Carolina municipal corporation located in Union County, North Carolina (the “City”), and Union Electric Membership Corporation, a North Carolina electric membership corporation having its principal place of business in Union County, North Carolina (“Union Power Cooperative”) (either the City or Union Power Cooperative may be referred to herein as “Party” and collectively as “the Parties”).

WITNESSETH

WHEREAS, on April 12, 2008, the Parties entered into an “Agreement of Electric Suppliers” (the “Framework Agreement”);

WHEREAS, the Framework Agreement will expire on December 31, 2022, unless otherwise extended or renewed by the Parties;

WHEREAS, prior to expiration of the Framework Agreement, the Parties met and discussed the terms and conditions upon which the Framework Agreement can be extended or renewed;

NOW THEREFORE, in consideration of the covenants and agreements set forth herein, the City and Union Power Cooperative, intending to be legally bound, agree as follow:

1. The terms of the Framework Agreement are extended for a period of ten (10) years, until December 31, 2032.
2. On or before June 30, 2031, the Parties shall meet and discuss the terms and conditions, if any, upon which the Framework Agreement shall be further extended or renewed.
3. The Parties will seek approval of this Extension Agreement, to the extent required by the North Carolina Utilities Commission.

4. This Extension Agreement shall be incorporated into the Framework Agreement as a first extension thereof.
5. The City and Union Power Cooperative represent and acknowledge that the individuals signing this Extension Agreement have the authority to bind each party, respectively.

IN WITNESS WHEREOF, the City of Monroe and Union Electric Membership Corporation have caused this Extension Agreement to be signed and sealed by their respective authorized representatives effective the date first written above.

[Corporate Seal]

CITY OF MONROE

By: _____
Bobby Kilgore, Mayor

Attest:

Bridgette H. Robinson, City Clerk



UNION ELECTRIC MEMBERSHIP CORPORATION

By: _____
Lee Roy Kirk, Jr., President

Attest:

Sherise Jones, Secretary



STAFF REPORT

TO: Public Enterprise Committee

VIA: Brian Borne, Interim City Manager

DATE: October 19, 2021

FROM: Russell Colbath, Director of Water Resources

SUBJECT: American Water Infrastructure Act, Risk/Resiliency Study, and NCDEQ Source Water Protection Plan

SUMMARY STATEMENT

The Public Enterprise Committee is requested to receive information about the American Water Infrastructure Act, the required Risk and Resiliency Study, and the related NCDEQ Public Water Supply Section, Source Water Protection and Planning Rule.

REVIEW

Background:

In October 2018, bipartisan federal legislation amended the National Safe Drinking Water Act to include the American Water Infrastructure Act (AWIA). This Act required water utilities serving more than 3,300 population to conduct a Risk and Resiliency Assessment Study and evaluate water system asset and risk categories to find ways to improve water system resiliency. The assessment requires certification to the USEPA. The Act also required updates to system Emergency Response Plans and Capital Improvement Plans to incorporate findings.

At the same time, NCDEQ Public Water Supply Section made changes to the Source Water Protection and Planning Rule that overlapped the AWIA. This rule required water systems to identify potential contaminants that could reach the City drinking water source via stormwater pollution runoff or other means, and to certify that the information was provided to the governing board responsible for the water system.

To complete these requirements in the most efficient and cost effective manner, Water Resources Department staff engaged the services of engineering consulting firm WK Dickson to complete the AWIA study.

AWIA Study Findings and Actions

The AWIA Study evaluated Monroe's Utility Resilience Index (URI). The URI is based on a set of twelve indicators and is a measure of how well the utility could respond and recover from an incident that impacts critical water system operations. The twelve indicators were:

- Emergency Response Plan
- National Incident Management System Compliance
- Mutual Aid Assistance (MAA)
- Emergency Power for Critical Operations (EPCO)
- Minimum Daily Demand/Treatment (MDDT)
- Critical Parts and Equipment (CPE)
- Business Continuity Plan (BCP)
- Utility Bond Rating (UBR)
- Government Accounting Standards Board (GASB) Assessment
- Unemployment
- Median Household Income (MHI)

The Study found that Monroe's baseline score was very comparable to other utilities of similar size and makeup and that our score could be improved by making some changes and improvements to the indicators highlighted in red. Further, the attached Table ES.2 summarizes recommended countermeasures to improve the URI. Staff is already working on some of these indicators and countermeasure, and will include others in future budget requests based on priority and timing. Efforts are being coordinated with other City Departments.

Actions taken as part of this Study will ultimately improve the quality and reliability of water supply delivered to Monroe citizens.

RECOMMENDATION

The Public Enterprise Committee is requested to receive information about the American Water Infrastructure Act, the required Risk/Resiliency Study, and the related NCDEQ Public Water Supply Section Source Water Protection and Planning Rule. Pursuant to NCDEQ requirements, staff must submit a certification that the water system's governing board (City Council) has been advised of the above efforts. No specific action is required of City Council.

Table ES.2 Summary of Potential Countermeasures		
Potential Countermeasure	Capital Cost	O&M/YR
New Safety/Training Position	\$0	\$100,000
Retain Electrical Technicians (2 Each)	\$0	\$40,000
Staff training on generator controls	\$0	\$3,000
Hatch Locks	\$50	\$0
Site Lighting (per site)	\$5,000	\$1,000
Intrusion Sensors (per site)	\$20,000	\$1,000
Perimeter Fencing (per site)	\$25,000	\$100
Security Cameras	\$100,000	\$1000
WTP Redundant Emergency Stand-by Generators (critical processes)	\$127,000	\$1,500
Modify Plant Generator Controls to allow for By-Pass Capability	\$177,000	\$5,000
Goldmine PS pump upgrade	\$250,000	\$2,000
Upgrade FWPS # 1 High Service Pumps/MCCs	\$750,000	\$5,000
Upgrade Ferric Chemical Storage and Feed System	\$800,000	\$20,000
Upgrade Caustic Chemical Storage and Feed System	\$800,000	\$20,000
Replace Nelson Heights Tank W/ 1.5 MG Tank	\$3,000,000	\$2,000
WTP Redundant Treatment Train	\$3,200,000	\$10,000
Redundant Water Supply	\$90,000,000	\$25,000



STAFF REPORT

TO: Public Enterprise Committee

VIA: Brian J. Borne, CMSM, MBA, BLA, Interim City Manager

DATE: October 19, 2021

FROM: Sarah McAllister, P.E., Engineering Director

PREPARED BY: Sarah McAllister, P.E., Engineering Director

SUBJECT: Prohibit Vehicular Traffic – Morgan Street Alley

SUMMARY STATEMENT

The Public Enterprise Committee is requested to consider a request to prohibit vehicular traffic on Morgan Street between Main Street and Hayne Street.

REVIEW

Downtown Monroe is currently working with a consultant on the design of the Morgan-Windsor Alley improvement project. The project will improve the downtown experience by providing an urban public space that combines accessibility, safety, livability, walkability, and environmental and infrastructure improvements. As part of the project, Morgan Street is proposed to be closed to prohibit vehicular traffic between Main Street and Hayne Street. The block is approximately 188 feet long from building face on Main Street to building face on Hayne Street. Please see the attached map for reference. In accordance with North Carolina General Statute 160A-300, Council will need to adopt an ordinance to prohibit vehicular traffic on the street.

In preparation for the Public Enterprise Committee meeting, the request has been routed directly to the following departments as well as the City's Technical Review Committee via CityView.

City Manager's Office
City Attorney's Office

Police Department
Energy Services

Engineering Department
Planning Department
Water Resources

Assistant City Manager's Office
Fire Department

Any comments provided will be presented to the Committee at the meeting on October 19, 2021. At the November 9th meeting, City Council will be requested to approve a resolution calling for a Public Hearing to be held on December 13, 2021 to consider the request to prohibit vehicular traffic. The resolution calling for the Public Hearing will be published once a week for four (4) consecutive weeks prior to December 13th in accordance with the General Statutes. Street closing signs will also be posted in at least two places along the street advising the Public Hearing date. A resolution of intent to prohibit vehicular traffic on Morgan Street from Main Street to Hayne Street is attached.

RECOMMENDATION

Engineering Staff recommends that the Public Enterprise Committee concur with the request to prohibit vehicular traffic on Morgan Street from Main Street to Hayne Street. It is further recommended at the City Council meeting on November 9, 2021 that City Council call for a Public Hearing to be held on December 13, 2021 to consider the request to prohibit vehicular traffic on Morgan Street from Main Street to Hayne Street.

Attachment:
Map
Resolution (R-2021-72)

**RESOLUTION OF INTENT
TO PROHIBIT VEHICULAR TRAFFIC ON MORGAN STREET
FROM MAIN STREET TO HAYNE STREET
R-2021-72**

THAT WHEREAS, the City of Monroe proposes to permanently prohibit vehicular traffic on Morgan Street pursuant to North Carolina General Statute Section 160A-300 from Main Street to Hayne Street, about 188 linear feet in length.

NOW, THEREFORE, BE IT RESOLVED that the Monroe City Council declares its intent to permanently prohibit vehicular traffic on Morgan Street from Main Street to Hayne Street, about 188 linear feet in length.

The City Council orders a public hearing to be called on the question at 6:00 p.m., Monday, December 13, 2021. The City Clerk is hereby directed:

1. To publish a copy of this Resolution in a newspaper authorized to publish legal ads in the City of Monroe as required by statute.
2. To send a copy of this Resolution by certified or registered mail to all owners of the property adjoining the street as shown on the tax records.
3. To cause a notice of the closing to vehicular traffic and public hearing to be prominently posted in at least two places along said street.

Adopted this 9th day of November, 2021.

ATTEST:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk



**Closing of W Morgan Street to Vehicular Traffic
ROW of Main Street to ROW of Hayne Street**





STAFF REPORT

TO: Public Enterprise Committee

VIA: Brian J. Borne, CMSM, MBA, BLA, Interim City Manager

DATE: October 19, 2021

FROM: Sarah McAllister, P.E., Engineering Director

PREPARED BY: Sarah McAllister, P.E., Engineering Director

SUBJECT: Proposed Right-of-way Abandonment – Lasalle Street

SUMMARY STATEMENT

The Public Enterprise Committee is requested to consider a request from Brandon Reeves (RH Holdings of NC, LLC) to abandon approximately 275 feet of Lasalle Street, a 60-foot public road right-of-way, from the northern right-of-way of US Hwy 74 to the city limits to the north.

REVIEW

The City of Monroe received a request from Brandon Reeves with RH Holdings of NC, LLC to abandon approximately 275 linear feet of a 60-foot wide public right-of-way on Lasalle Street from the northern right-of-way of US Hwy 74 extending north to the city limits. RH Holdings of NC, LLC has acquired the property along both sides of Lasalle Street within the city limits. The attached boundary and physical survey as prepared by Lawrence Associates dated August 13, 2019 shows the area to be abandoned. The portion of Lasalle Street that falls outside the city limits is to be abandoned by Union County's process.

In preparation for the Public Enterprise Committee meeting, the request has been routed directly to the following departments as well as the City's Technical Review Committee via CityView.

City Manager's Office
City Attorney's Office

Police Department
Energy Services

Engineering Department
Planning Department
Water Resources

Assistant City Manager's Office
Fire Department

Any comments provided will be presented to the Committee at the meeting on April 20, 2021. After the meeting, RH Holdings of NC, LLC will have the option of moving forward with the request to City Council for consideration. A check will need to be provided to cover the current fee of \$1,040 for costs associated with the abandonment of the right-of-way. At the November 9th meeting, City Council will be requested to approve a resolution calling for a Public Hearing to be held on December 13, 2021 to consider the right-of-way abandonment request. The resolution calling for the Public Hearing will be published once a week for four (4) consecutive weeks prior to December 13th in accordance with the General Statutes. Street closing signs will also be posted in at least two places along the right-of-way advising the Public Hearing date. A resolution of intent to abandon Lasalle Street is attached.

RECOMMENDATION

Subject to additional comments received, Engineering Staff recommends that the Public Enterprise Committee concur with the requested abandonment of Lasalle Street from the northern right-of-way of US Hwy 74 to the city limits to the north. It is further recommended at the City Council meeting on November 9, 2021 that City Council call for a Public Hearing to be held on December 13, 2021 to consider the requested right-of-way abandonment.

Attachment:
Boundary and Physical Survey of RH
Holdings of NC, LLC prepared by
Lawrence Associates
Resolution (R-2021-83)

Flood Certification
I have examined the Flood Insurance Rate Map for Union County North Carolina, Community Panel Number 3710543500J & 3710544500J dated 10/16/2008, and hereby certify that this property is located in a special flood hazard area as determined by the Federal Emergency Management Agency.

Use of land within a floodway or floodplain is substantially restricted by Article XXIV of the Union County Land Use Ordinance.

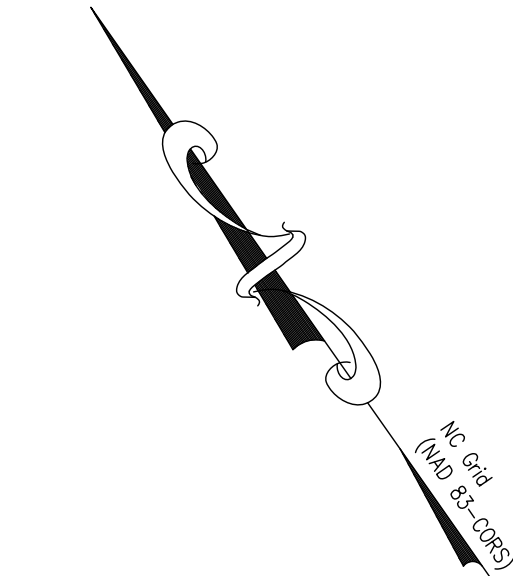
Certificate of Survey and Accuracy
State of North Carolina, Union County
I, Clinton D. Lawrence, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed recorded in Book 3876, Page 761); that the boundaries not surveyed are clearly indicated as dashed lines drawn from adjoining owners deeds as shown; that the ratio of precision as calculated is 1:10,000 or better; that this plat was prepared in accordance with G.S. 47-30 as amended. This survey is of an existing parcel or parcels of land and does not create a new street or change an existing street.
Witness my original signature, registration number and seal this the

day of _____ A.D., 20____
Preliminary
Clinton D. Lawrence, NCPLS L-5056



Vicinity Map (NTS)

LINE TABLE		
LINE	BEARING	LENGTH
L1	S55°10'25"E	29.92
L2	S34°43'43"W	13.22
L3	S36°58'43"E	31.77
L4	S54°32'58"E	25.13
L5	S54°56'52"E	44.99
L6	S54°55'50"E	25.05
L7	S34°40'34"W	57.06
L8	N52°29'45"E	20.22



State Plane Coordinate values were obtained using a Topcon Hiper GPS using Virtual Reference Stations

PARCEL #09186014
RAINBOW ROAD NC, LLC
DB. 3806, PG. 323
ZONED: G-B (MONROE)

PARCEL #09186006
FREIDY RAMIREZ, ET AL
DB. 6371, PG. 662
ZONED: G-B (MONROE)

PARCEL #09186007
SAMS COMMERCIAL PROPERTIES, LLC
DB. 7176, PG. 115
ZONED: G-B (MONROE)

PARCEL #09186008
JAMES DONALD CUTHBERTSON & VICKIE B. CUTHBERTSON
DB. 2054, PG. 414
ZONED: G-B (MONROE)

PARCEL #09186009 90
RH HOLDINGS OF NC, LLC
DB. 6811, PG. 1
ZONED: G-B (MONROE ETJ)
3.55 Ac.
154,472 sf.

PARCEL #09180064A
CITY OF MONROE
DB. 7259, PG. 578
PG. 0, FILE 323
ZONED: G-1 (MONROE)

PARCEL #09189002B
CAROLINAS PALLIATIVE CARE HOSPICE
DB. 5498, PG. 415
ZONED: G-B (MONROE-ETJ)

PARCEL #09189001 90
RH HOLDINGS OF NC, LLC
DB. 7262, PG. 551
ZONED: G-B (MONROE ETJ)
1.69 Ac.
73,412 sf.

PARCEL #09189001 80
RH HOLDINGS OF NC, LLC
DB. 7262, PG. 551
ZONED: G-B (MONROE)

PARCEL #09189002A
ELIZABETH BUNDY & SIDI BROWN BUNDY
DB. 5557, PG. 402
ZONED: G-B (MONROE)

US HWY 74 - W. ROOSEVELT BLVD.
150' PUBLIC R/W

- NOTES
1. Areas computed using coordinate geometry.
 2. This map was prepared without the benefit of a title search. Survey subject to full title search.
 3. This property may be subject to right of ways, easements, restrictions and covenants either recorded or implied.
 4. All distances shown are horizontal ground distances.
 5. No recoverable NCGS Horizontal Control Monument located within 2000 feet of subject property.
 6. Rebar set at all corners unless otherwise noted.
 7. Broken lines indicate property lines not surveyed.
 8. All adjoining property owner information is taken from current deeds and tax records and are considered as "Now or Formerly".
 9. Lawrence Associates makes no guarantees to the compaction or to the nonexistence of spoils areas.
 10. Other underground utilities may exist but their locations are not known.

LAWRENCE ASSOCIATES

106 W. Jefferson St.
Monroe, North Carolina 28112
P 704-289-1013 866-557-8051
F 704-283-9035
www.lawrencesurveying.com
Firm License Number: C-2856

*Boundary & Physical Survey of
RH Holdings Of NC, LLC Property
City of Monroe
Monroe Township, Union County, NC*

Orig. scale: 1" = 40' Date: August 14, 2019 Drawn By: JHL

Job No. 2061-4312

Drawing file: 2061-4312 Brandon Reeves Bay 8-13-2019.dwg

Drawing no. 19/152

REVISIONS
10/08/2021 CDL

**RESOLUTION OF INTENT
TO ABANDON A SECTION OF LASALLE STREET
FROM THE NORTHERN RIGHT-OF-WAY OF US HIGHWAY 74 TO THE
CITY LIMITS TO THE NORTH
R-2021-83**

THAT WHEREAS, the City of Monroe proposes to permanently abandon a section of Lasalle Street pursuant to North Carolina General Statute Section 160A-299 starting at the northern right-of-way of US Highway 74 and extending northeast to the city limits, about 275 linear feet in length.

NOW, THEREFORE, BE IT RESOLVED that the Monroe City Council declares its intent to permanently abandon a section of Lasalle Street starting at the northern right-of-way of US Highway 74 extending to the city limits to the north, about 275 linear feet in length.

The City Council orders that a public hearing be called on the question at 6:00 p.m., Tuesday, December 13, 2021. The City Clerk is hereby directed:

1. To publish a copy of this Resolution in a newspaper authorized to publish legal ads in the City of Monroe as required by statute.
2. To send a copy of this Resolution by certified or registered mail to all owners of the property adjoining the street as shown on the tax records.
3. To cause a notice of the closing and public hearing to be prominently posted in at least two places along said street.

Adopted this 9th day of November, 2021.

ATTEST:

Bobby G. Kilgore, Mayor

Bridgette H. Robinson, City Clerk